

**Semi Annual Report
For the Period
October 1, 2006 - March 31, 2007**

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I. Program Update

Current Fellows:

Darlene Foote (USAID/Cambodia)

Darlene Foote's assignment as USAID/Cambodia's Gender, Monitoring and Evaluation Specialist concluded on February 12, 2007. By any measure, Darlene's fellowship can be considered a resounding success. She further distinguished herself during her last quarter with IWID by leading the Mission through the process of portfolio review and preparation of the 2007 Mission Operational Plan in the new "F" reform environment.

Darlene's three years as an IWID Fellow have resulted in new Mission activities in decentralization and local governance, anti-trafficking, economic development, and health that were carefully designed with attention to identifying and addressing gender issues.

Included as ***Attachment 1*** are the two major program deliverables submitted by Darlene: the **Sustainability Plan** and **Gender Model**.

Elisabeth Duban (USAID/Russia)

Elisabeth Duban's fellowship at USAID/Russia, where she serves as the Gender, Youth and Conflict Prevention Specialist, has been extended through August 19, 2008.

Her updated Work Plan (***Attachment 2***) outlines her revised goals and strategies going forward.

Anne Hayes (DG Bureau, USAID/Washington)

On December 11, 2006, Anne Hayes began her new position as Disability and Gender Specialist with USAID's Special Programs to Address the Needs of Survivors (SPANS), located within the Bureau of Democracy and Governance at USAID/Washington.

A month of comprehensive training helped Anne prepare for her fellowship. Two weeks of management training provided by Management Systems International helped familiarize Anne with the *FY2007 Operational Plan Guidance* and related new management tools with which USAID is now expected to work, while an intensive three-day module on Gender and Development given by IWID alumna Susan Somach educated her about gender integration within USAID programs. Rounding out her training was a series of appointments with USAID staff and disability/inclusion experts, including the WID Office, Janet Allem of the Agency's Disability Policy Team, as well as representatives from Gallaudet University, Mobility International USA, and the International Foundation for Election Systems.

Anne's work plan objectives are:

- Conduct a stakeholder analysis to gather information on work being done in the disability field (including USAID Bureaus, donors, NGOs and DPOs) with an eye towards improved collaboration;

- Improve the inclusion of disability and gender in USAID Mission programs and activities;
- Improve the inclusion of disability and gender in USAID/Washington programs and activities;
- Provide the Disability Team and the Leahy War Victim Fund with technical and analytical support in the design, implementation, monitoring and evaluation of activities that seek to improve the lives of people with disabilities, victims of civil war and conflict, and other vulnerable populations targeted by the programs.

II. Program Development Update

Highlights from the past six months include:

- On February 1, IWID Program Officer Sue Rollins attended a quarterly meeting of the Office of Women in Development for IQC holders. In a brainstorming session, contractors contributed ideas from their on-the-ground perspective as to how the WID Office can best leverage its resources in the face of the new U.S. Foreign Assistance reforms.
- IWID Newsletter: current and past editions of the newsletter are available on the IWID website at: www.iwid.org/about_news.html.

III. Program Administration

IIE continues to promote the IWID program with Missions by following up with officers who move to new locations.

ATTACHMENT 1

Sustainability Plan

Name Darlene Foote
Mission/Bureau USAID/Cambodia
Team Program Office

Date February 12, 2007

For the general M&E and gender work, USAID's current policy (ADS) emphasizes the importance of mainstreaming M&E and gender into programs. From strategy development and activity planning through evaluation and reporting, M&E plans and gender issues should be addressed and planned for by those who are managing programs. This means that technical teams should be planning, coordinating and implementing M&E plans for their program management; CTOs, in turn, integrate gender and monitor by means of personal M&E plans. As the M&E and Gender specialist, I supported transfer of the responsibility for M&E and gender mainstreaming from the Program Office to the Technical Teams. This means that most of the CTOs worked closely with me in advising the partners about project PMPs, in reviewing the plans for the Mission's PMP and in carrying out the Data Quality Assessments (DQA) of partners systems.

For the OP and FACTS system, during the final week of my time in the office, I worked with several Cambodia staff who were identified as the ones who would be working with the database system in the future: Socheata Vong (Office Manager, OGD), Pranam Sou (Office Secretary, OPH), Sophal Deap (Office Secretary, Program Office), and Suzana Sorinchan (Outreach Specialist, Program Office). It was to these staff, and to Sophy Seng, Program Specialist, to whom all electronic files were handed over.

Task / Activity	Mission counterpart(s)
FACTS database	Pranam Sou, Socheata Vong, Sophy Seng, Sophal Deap
PMP /indicators	CTOs in technical teams
Outreach to partners on monitoring & reporting and/or gender specificity	
Increase gender specificity in PMPs	
Increase SO teams use of gender analyses for activity design	
Strengthen M&E systems, including use of PMP	
Strengthen Mission's AEP	
Increase resources to use for USAID reporting requirements	
Help meet Mission's gender training needs	

GENDER MODEL

Name: Darlene Foote Date: 12 February 2007
Host Mission/Bureau: USAID Cambodia
Team: Program Office

Title of Gender Model: Gender Guide: Mainstreaming Gender in an RFA

INTRODUCTION OF GENDER INTEGRATION ISSUE

The ADS documents the importance of integrating gender through various stages of program design. Beginning in strategy development, USAID is explicit in how to identify gender issues and how to document the compliance of USAID partners to meet the challenge of addressing and monitoring change of those gender issues. Including gender-specific guidance in any Request for Assistance (RFA) is an important step that can establish appropriate expectations and also communicate those expectations to potential USAID partners.

Justification



This Gender Guide will first be of benefit to technical teams as they create RFAs for new activities. Following the Gender Guide should result in explicit, balanced specifications on how to mainstream gender into the RFA. This tool, like gender, is cross-sector and accommodates all technical teams. The examples included in Annex IIIA are for specific programs which have significant gender issues.


Use of this gender tool will make certain that RFA applicants know where and how to integrate gender into their activity design. In this way, there will be less chance that proposals include too much or too little focus on gender.

The Program Office will also benefit if this tool results in a selected proposal with a clearly-articulated and easily-identify approach to gender. As per the ADS, the Activity Approval Document (AAD) must state clearly that the activity responds to needs identified in the Mission's gender analysis. Incorporation of this guidance into RFAs should ensure that the AAD process can be expedited and the Mission can be clearly in compliance in relation to gender requirements. While the ADS is in revision and may be significantly changed through F Reform Process, the latest approved version is still current policy.

Finally, this guidance will support USAID/Cambodia in selecting and funding proposals that consider how an activity might affect gender relations and gender equity. With that consideration, there is greater possibility for appropriate, sustainable activities that benefit the people of Cambodia.

GENDER MODEL

Sect.	Subsection	Language to incorporate (by section)
A	Grant Application Format: <i>Technical Application Format</i>	Proposals should incorporate “lessons learned,” from programmatic implementation in <describe sector of RFA>. Applications should also include integration of gender and the links between gender and risk factors for <general reference to any special risks related this sector and note if based on USAID/Cambodia gender analysis.>
A	Grant Application Format: <i>Technical Application Format</i>	<p>USAID is committed to gender equality. In less that one page, the application should outline the most significant gender issues by reflecting on the following questions:</p> <ul style="list-style-type: none"> (i) Are men and women involved or affected differently by the context or work to be undertaken? (ii) If so, how will this difference be addressed through managing for sustainable program impact? <p>Applicants are encouraged to refer to gender analysis documentation with particular note of:</p> <p>“Gender Analysis and Assessment USAID/Cambodia: Volume I: Gender Analysis” http://pdf.usaid.gov/pdf_docs/PNADF575.pdf</p> <p>“Gender Analysis and Assessment USAID/Cambodia: Volume I: Gender Assessment” http://pdf.usaid.gov/pdf_docs/PNADF576.pdf</p> <p>and</p> <p>“A Fair Share for Women, Cambodia Gender Assessment.”(UNIFEM, WB, ADB, UNDP and DFID/UK, 2004). The entire document can be found on the World Bank website (www.worldbank.org/kh) under “Publications and reports.”</p>
B	Selection Criteria: <i>Technical Approach</i>	<p>The technical approach will be evaluated based on:</p> <ul style="list-style-type: none">  Use of both international and Cambodian expertise, with attention to gender balance  Familiarity with use of performance indicators and targets as a means of assessing implementation progress,

		<p>including disaggregating for sex, and  Addressing the following:¹</p> <p>(i) Are men and women involved or affected differently by the context or work to be undertaken?</p> <p>(ii) If so, how will this difference be addressed through managing for sustainable program impact?</p>
B	Key Personnel or Management Approach	<p>Gender plays a significant role in <i><sector—if appropriate. If gender is not significant in this sector, exclude this piece; however the justification must be explained in the gender section of the program description ></i>. Expertise on staff should include (one or more) with background in gender analysis.</p>
C	Program Description	<p>Gender</p> <p>Gender is a cross-cutting theme in USAID/Cambodia’s new Strategy, and USAID promotes gender mainstreaming in all programs. Gender refers to “the economic, social, political and cultural attributes and opportunities associated with being male and female.”</p> <p><u>Illustrative Interventions include:</u> <i>sample from trafficking RFA--</i></p> <ul style="list-style-type: none"> • <i>Creation and awareness-raising within community networks about gender related issues that contribute to the vulnerability of men and women who are risk of trafficking.</i> • <i>Training for income generation/microenterprise that expands awareness of options for women from hairdressing and sewing to nontraditional activities, with the inclusion of basic business skills.</i> • <i>Creative approaches to increasing rural girls’ access to quality and relevant education opportunities.</i> • <i>Addressing the cultural status of girls, in the family and in the community, that contributes to vulnerability for trafficking. Specifically, daughters in the sex industry is a reasonable if embarrassing strategy for mitigating family poverty.</i> • <i>Addressing attitudes of men and women (in the community and as well as traffickers) that contribute to demand for humans (both male and female) who are victims in trafficking.</i>

¹ **ADS 201.3.8.4 clarifies that gender is not a separate topic; appropriate gender analysis must be applied to the range of technical issues that are considered. Analytical work must address at least two questions:**

- *How will gender relations affect the achievement of sustainable results?*
- *How will proposed results affect the relative status of men and women?*

Addressing these questions involves taking into account not only the different roles of men and women, but also the relationship and balance between them and the institutional structures that support them.

ATTACHMENT 2

Elisabeth Duban, USAID/Russia Updated Work Plan February 2007

Objective 1: Improve use of gender specific information in program planning, monitoring and evaluation.

Revised strategies/goals:

- Periodically assess the extent to which current programs meaningfully incorporate gender considerations and draw attention to weak points if found;
- Provide recommendations at planning stage of activities, in particular continue to work closely with planning committee for Harvard funds to ensure that gender is given due consideration;
- Work with review committee and Mission on Operational Plan review process;
- Work with USAID on program review/evaluation to analyze data. For 2006 Annual Report, coordinate closely with PPD to ensure that programs that address gender are meaningfully described in Annual Report;
- Organize and provide training for USAID staff on how to better integrate gender into specific and narrowly-defined programs (building on experience from PEPFAR training);
- Organize and hold round table or training sessions for discrete groups of partners (also building on PEPFAR training experience and responsiveness of Mission to topic-specific trainings);
- Continue to facilitate networking between appropriate partners to better address gender discrimination in Russia, specifically follow-up on work with IREX-Winrock-ABA/CEELI and IRI-Youth LINX.

Objective 2: Improve awareness of gender issues in USG overseas Mission

Revised strategies/goals:

- Continue to raise issues that relate to gender, explore informal contacts that may be interested in gender issues in the Embassy, and determine whether there will be more interest as staff turns over;
- Maintain resources on gender issues through library and e-mail communication. Compile statistical and summary information from reports that can be distributed in office and used as the basis for presentations, reports and outreach materials;
- Draft one-pagers on gender programming and prepare other materials for website with USAID/Russia outreach and communications officer, delegating and overseeing some of this work with a summer intern;
- Periodic presentations, brown bag meetings, etc. for USAID staff, possibly widening to a larger audience if there is interest;
- Organize film showings on women's issues in Russia and possibly the region for International Women's Day;
- Continue to edit and assist with drafting of State Department Annual Human Rights report section on gender discrimination and human trafficking as well as provide advice for events sponsored by the Political Section.

Objective 3: Assess and evaluate USAID work on human trafficking to improve how existing programs respond to this problem.

Revised strategies/goals:

- Work with the program and technical offices to determine a suitable role for USAID/Russia in addressing problem of human trafficking;
- Provide recommendations to staff working on trafficking issues in RFA's, monitoring, evaluation;
- Work closely with assessment team, which may conduct research into trafficking in Russia. Review and edit assessment report as appropriate;

- Identify areas for improved integration of responses across other programs (i.e., family planning, HIV/AIDS);
- Working with Health Office, conduct research and analysis on interconnections between HT, sexual exploitation and commercial sex work (for both men and women);
- Continue to provide advise on the possibility of linking human trafficking and labor migration issues and explore whether programming in this area can be improved;
- Serve as liaison between USAID and LES to help coordinate work on human trafficking;
- Serve as liaison between USAID and the Working Group on Human Trafficking, currently chaired by UNICEF;
- Draft one-pager on human trafficking programming and prepare other materials for website with USAID outreach and communications;
- Explore possibility of improving connections and information-sharing between USAID/Moscow and overseas missions to countries where victims are trafficked (i.e. Israel, Ukraine).

Objective 4: Improve USAID response to other forms of gender-based violence, in particular domestic violence.

Revised strategies/goals:

- Conduct awareness-raising activities in office to sensitize staff to this problem. Follow on with training and information on how to better integrate gender-based violence programming across programs (i.e. family planning, HIV/AIDS work, human trafficking work);
- Conduct detailed overview and analysis of former “Dialog” program, including updates about successful women’s organizations, their funding sources, and the type of support they now require. Make the case for supporting these groups once again but in a more limited and targeted way;
- Look into the possibility of a specific RFP on this topic;
- Explore with USAID staff the best way to approach selected partners about expanding their programs to address domestic violence (or other forms of gender-based violence);
- Continue to support those programs which have components on domestic violence, with resources, technical help, contacts with U.S. and European organizations.

Objective 5: Work with Health office to incorporate gender and youth considerations in HIV/AIDS work under the President’s Emergency Plan for AIDS Relief (PEPFAR).

Revised strategies/goals:

- Continue to collect data under gender assessment of PEPFAR programs and meet with partners;
- Organize and provide training for USAID staff and partners on how to better integrate gender into PEPFAR programs, building on sample good practices;
- Work with several identified partners on how to include gender-based violence component in HIV/AIDS work, with follow-on support;
- Work closely with USAID CTOs to ensure better reporting of gender issues under PEPFAR requirements;
- Evaluate areas of new work for potential gender and/or youth issue-i.e., work with faith-based organizations, in the military and palliative care;
- Draft gender sections of future strategy and reporting documents under PEPFAR.

Objective 6: Help to outline a cohesive strategy that addresses youth and help to raise profile of USAID youth-oriented activities.

Revised strategies/goals:

- Draft one-pagers on youth programming and prepare other materials for website with USAID outreach and communications officer that reflect range of youth-oriented activities;
- Continue to work closely with planning committee for Harvard funds to ensure that youth component is reflective of the strong youth programs in the office as a whole and also has a

significant youth-determined portion of activities. As part of the Harvard proposal, cooperate with CTOs to determine which best practices can be scaled up/replicated and develop a strategy;

- Work with North Caucasus Task Force on development of youth exchange program for this region;
- Enhance gender component of youth activities, paying particular attention to young women leadership and involvement of young men in civil society activities;

Objective 7: Ensure that conflict prevention/conflict mitigation considerations are incorporated into work in the North Caucasus. Additionally, improve use of conflict prevention principles in other areas of work, especially with youth (i.e., tolerance projects, employment-related training, economic development, leadership training, orphan programs).

Revised strategies/goals:

- Research and compile information on North Caucasus-based NGOs with which USAID is *not* currently working (in particular women or youth-led NGOs) with a view towards developing new partnerships;
- Participate in monitoring and evaluation of North Caucasus programs;
- Participate in monitoring and evaluation of tolerance programs;
- Better integration of gender perspective into conflict prevention considerations and share information about the issue of increased domestic violence and conflict;
- Work with the Office of Regional Development on development of internal (inside Russia) exchange programs for youth and/or young adults.